

Ankeny CSD

PPME #2003 (Blue Collar) 7/1/2006 6/30/2008

ANKENY CSD / PPME #2003 (BLUE COLLAR) 06-08

Ankeny Community School District

Support Staff Contract



RECEIVED
2006 JUN -9 AM 8:59
PUBLIC EMPLOYMENT
RELATIONS BOARD

2006-2008

**Ankeny School District
306 S.W. School Street
Ankeny, Iowa 50023**

Board of Education

Brian Humke, President
Denny Presnall, Vice President
Andrew Martin
Cindy Miller
Trent Murphy
Paula Pearson
Leslie Petersen

Chief Negotiators

Board of Education
Jeff Krausman

**Public Professional &
Maintenance Employees Local 2003**
Lacey Jilek

Table of Contents

Preamble	1
Recognition	1
Definitions	1
Union Rights	2
Employee Rights	4
Dues Deduction	4
Hours of Work	5
Overtime	6
Temporary Leaves	7
Sick Leaves	8
Jury Duty	10
Union Leave	10
Holidays	10
Vacation Days	11
Wages and Salaries	12
Mileage	13
Health and Safety	13
Physicals	14
Insurance	15
Seniority	17
Transfers	18
Staff Reductions	19
Grievance Procedure	20
Compliance Clauses and Duration	24
Signature Clause	25

Preamble

This Agreement is entered into between Ankeny Community School District and Public Professional and Maintenance Employees, Local 2003, International Union of Painters and Allied Trades and represents the complete and final agreement on all bargaining issues.

Whereas, the parties have reached certain understandings which they desire to confirm in this agreement, it is agreed as follows:

Recognition

Unit

The Employer hereby recognizes the Union as the exclusive bargaining representative for, and limited to, the appropriate bargaining unit as determined and ordered by the Iowa Public Employment Relations Board in Case No. 4809 issued by the PERB on the 1st day of March, 1993 and any amendments thereto. The unit described in the above Certifications as follows:

INCLUDED: All regular full-time and part-time bus drivers; custodians; light duty custodians; maintenance employees; mechanics; deliver drivers; food service employees; print shop employees; associates; building secretaries; maintenance and transportation secretaries; and bus chaperones.

EXCLUDED: All professional employees; central office employees; print shop supervisor; food service managers; transportation supervisor; maintenance supervisor; and all others excluded by the Act.

Definitions

- A. The term "Employer" as used in this Agreement shall mean the Ankeny Community School District. The term "Board" as used in

this Agreement shall mean the Board of Directors of the Ankeny Community School District or its duly authorized representative.

- B. The term "Employees" as used in this Agreement shall mean any Employees included in the bargaining unit.
- C. The term "Union" as used in this Agreement shall mean the Public Professional and Maintenance Employees Local 2003, IUPAT, or its duly authorized representative.
- D. The term "Act" as used in this Agreement shall mean the Iowa Public Employment Relations Act, Chapter 20 of the Code of Iowa, and any amendments thereto.
- E. The term "regularly scheduled full-time employee" as used in this Agreement shall mean an employee whose regularly scheduled duties constitute 30 or more hours per week excluding transportation field trips, activity trips, Community Education scheduled trips and works at least 180 days per year.
- F. The term "immediate family" as used in this agreement shall mean father, mother, son, daughter, corresponding in-laws of the prior relatives; step-parent, step-child, grandparent, grandchild, husband and wife.

The Employer may designate an employee as a regular full-time employee even if the employee does not meet the definition in this paragraph if the purpose of such designation is to preserve the benefits of employees in a position which had included benefits prior to July 1, 1993.

Union Rights

A. Use of Facilities

The Union shall have the right to hold a reasonable number of

meetings on school district property before and after regular school hours, provided such meetings in no way interfere with any aspect of the instructional program. Any out-of-pocket expenses to the District, resulting from such meetings, will be borne by the Union. As appropriate, given school district policy, such meetings will be scheduled with the district office or local school.

B. Communications

The Union shall have the right to post notices of activities and matters of Union concern on employee bulletin boards, at least one of which shall be provided in each school building in areas designated for employee use, such as employees' lounges and workrooms, but not in areas normally open to the public or students. The Union may use the district mail service and employee mailboxes for communications to employees.

C. Access to Members

The business representatives of the Union, after obtaining prior approval from the Superintendent or designated representative, will be permitted to visit the school buildings and/or bus garage to ascertain that the Agreement is being complied with, provided such visits do not interfere with Employer's operation. The Union shall identify its business representative to the Superintendent or designee prior to any such visits.

D. Information

The Union may obtain, on request, such financial information on the District which is generally available to the public.

E. Exclusive Rights

The rights granted herein to any union shall not be granted or extended to any other organization claiming to represent the employees' organization.

F. Stewards

The Employer recognized the Union's right to select stewards of the bargaining unit. The Union shall notify the Employer of the name of the Union stewards.

Employee Rights

Employees shall have the right to:

- A. Organize, or form, join, or assist any employee organization.
- B. Negotiate collectively through representatives of their own choosing.
- C. Engage in other concerted activities for the purpose of collective bargaining or other mutual aid or protection insofar as any such activity is not prohibited by the Act or any other law of the state.
- D. Refuse to join or participate in the activities of employee organizations, including the payment of any dues, fees or assessments of service fees of any type.

Dues Deduction

- A. Employees have the right under state law to join, or not to join, the union.
- B. The Union will distribute to its members an authorization form for dues deduction. Any employee who is a member of the Union, or who has applied for membership, may sign and deliver to the Employer an assignment authorizing payroll deduction for Union dues. An employee may terminate the dues checkoff at any time by giving thirty (30) days written notice to the Employer. The

employer will furnish a copy of the written notice to the Union.

- C. Deductions under this provision shall only include the regular periodic amounts required to maintain the employees as a member in good standing, and shall not include initiation or other fees required by the Union. The Union shall submit to the District a document setting forth its dues structure.
- D. The Union hereby agrees to indemnify and forever hold the Employer harmless for any liability whatsoever arising from or otherwise concerning the provisions of this Article.
- E. The Employer shall transmit to the Union the dues deducted within fifteen (15) days of the employee's second monthly pay day, together with a list of the employees for whom the deduction was made, the amount deducted.
- F. Any employee who wishes to join the union will submit to the District, in writing, authorization for dues deduction. This authorization will remain in effect until the employee is no longer employed by the District or the employee terminates dues deductions.

Hours of Work

- A. Employees will be notified of their normal work hours by their supervisor. Employees will be given fifteen (15) days notice of any permanent change in the normal hours of work.
- B. An Employee's hours may be temporarily changed by a supervisor or managerial employee. A temporary change for purposes of this Article is a change of fifteen (15) or fewer consecutive workdays. Nothing in this Article or in the designation of normal work hours constitutes a guarantee of hours and Employees shall be paid only for actual hours worked. Employee lunch periods shall be unpaid.
- C. All classified employees work schedules shall provide for the

following lunch periods and paid rest periods:

1. Employees working 6 hours per day or more shall have an unpaid 1/2 hour lunch break and two (2) fifteen (15) minute paid rest periods during their working day.
 2. Employees working five (5) hours, but less than six (6) hours per day shall have two (2) fifteen (15) minute paid rest periods during their work day and may mutually agree with their supervisor to have an unpaid 1/2 hour lunch break.
 3. Employees working two (2) hours per day but less than five (5) hours shall have one (1) fifteen (15) minute paid rest period during their work day.
- D. An employee called into work at times other than their normal work schedule will be paid one (1) hour, or the actual hours worked, whichever is greater.
- E. The work week will be from 12:01 A.M. Sunday to 12 o'clock midnight Saturday.
- F. Employees shall be paid for hours worked based upon the time recorded for the work performed. Where the Employer provides a time clock for recording time worked, employees shall accurately record the starting and ending time of their work using the time clock. Where the Employer has not provided a time clock, employees shall enter their hours actually worked on the time sheets provided by the employer.

Overtime

- A. All overtime must be approved in advance by the employee's immediate supervisor or by the supervisory or managerial employee who assigned the employee to the overtime hours. All overtime will be paid based on the regulations of the Fair Labor Standards Act as amended. All overtime will be a 1 1/2 times the employee's

regular rate or in the case of multiple jobs, a weighted average hourly rate earned during the week. All paid leave time will not count as time worked when computing overtime.

- B. Paid vacation and paid holiday leave shall count as time worked when computing overtime.

Temporary Leaves

Employees may be entitled to the following temporary, non-accumulative leaves of absence with pay each Agreement year.

1. Personal/Emergency — At the beginning of every school year, each employee shall be credited with two (2) personal leave days, which shall be accumulated to a maximum of five (5) to be used at the employee's discretion subject to the provisions set forth below:
 - a. An employee planning such use shall notify the Employer or a designee of the Employer at least two (2) school days in advance of taking such leave.
 - b. No personal leave will be granted during parent-teacher conferences, one day before or after a school holiday or vacation period, and/or during the first and last five (5) days of school.
 - c. Such leave will be granted for only one-half (1/2) day increments.
 - d. Exceptions to the requirements of subparagraphs a through c can be made by the Superintendent or designee in his or her sole discretion, including circumstances recognized as emergencies by the Superintendent or Principal.
2. Family Illness — At the beginning of every school year, each Employee shall be credited with five (5) days for illness in the immediate family. Such leave shall be granted in one-half (1/2) day increments.

An employee may use one day of personal leave as family illness leave, in which case the restrictions in paragraph 1 shall not apply.

3. Bereavement Leave:

- a. Eleven (11) paid days of leave per year shall be available to an Employee for the death of immediate family members, relatives, and friends. Employees may use a maximum of five (5) days per death. Leave must be used in consecutive days. A half day of bereavement leave may be taken, but consecutive partial days are not permitted.
- b. An Employee may use personal leave for bereavement leave, in which case the restrictions of paragraph 1 do not apply. This is in addition to the 11 days and may be used to extend the 5 day maximum.

4. Medical/Dental — Employees may be allowed release time for medical and dental appointments. All release time may be made up at the discretion of the supervisor. Medical or dental appointments necessary because of an illness or injury shall be considered sick leave.

5. Other Leave — The employer, in its discretion, may grant other paid, partially paid, or unpaid leave upon the filing of a written request for such leave by an employee.

Sick Leave

Employees shall be entitled to the following sick leave amounts:

- | | |
|----------------------------------|---------|
| 1. The first year of employment | 12 days |
| 2. The second year of employment | 14 days |
| 3. The third year of employment | 17 days |

Seventeen days after the third year of employment up to a total maximum accumulation of one hundred twenty (120) days. Persons working less than regularly scheduled full-time will be entitled to sick

leave as listed above. However, days will mean full-time equivalent days prorated for all part-time employees, including bus drivers, based upon daily hours worked for the district.

The above amounts shall apply to consecutive years of employment in the Employer's district. The school board shall in each instance require such reasonable evidence as it may desire confirming the necessity for such leave of absence.

Employees wishing to use sick leave must notify their supervisor before taking such leave, if they become sick while at work. If an employee is unable to come to work because of illness, they should notify their supervisor before their starting time the day of the absence. Such leave shall be as of the first official day of said fiscal year.

If an employee is absent for three (3) consecutive days or more, the District shall require the employee to furnish a doctor's statement verifying he or she was sick and unable to work. The employee shall furnish the requested statement before returning to work.

Notification of Accumulation — Upon request by the employee, a written accounting of accumulated sick leave will be provided. The minimum usage of sick leave shall be one-quarter (1/4) day.

Employees hired after September first will be allowed prorated sick leave.

Anticipated Periods of Disability — An Employee who anticipates a period of disability during the school year for reasons other than an immediate emergency, shall advise in writing to their supervisor as soon as the need for such period of disability becomes known to the Employee. The Employee shall inform their supervisor of the probable dates of commencement and termination of such periods of disability. This paragraph is intended to apply to all anticipated non-emergency disabilities. Examples include but are not limited to gall bladder surgery, prostate surgery, and pregnancy. This paragraph shall be administered in accordance with FMLA.

Jury Duty

Employees summoned for jury duty shall be granted leave for such purpose. In order that no one shall suffer financial loss because of such absence, the difference between the employee's normal salary and the compensation for jury duty shall be paid. Employees called for jury duty must, however, report back to work should the employee be released from jury duty prior to the expiration of half their work shift.

Union Leave

A leave of absence without pay for up to one (1) year shall be granted to an employee for the purpose of serving as an officer or employee of the Union or the International Union of Painters and Allied Trades. Upon return from such leave, the employee shall be placed at the position on the salary schedule to which they would have been entitled at the time the leave commenced.

Holidays

- A. Full-time 12 month employees shall be eligible for the following holidays:

July 4, Friday before Ankeny Summerfest, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, New Year's Day, 1st Day of Spring Break, and Memorial Day.

The Employer shall pay as a holiday the day before and/or the day after December 25th and January 1 provided that the day falls on a weekday and school is not in session. If July 4, Christmas Day or New Year's Day falls on a Saturday or Sunday, the Employer will designate either the Friday before or the Monday after as the day to observe the holiday.

- B. Full-time employees eligible for holidays will be paid the number of hours they are regularly scheduled to work at the time of the holiday. Part-time employees who work on a holiday shall be paid one and one-half times their normal hourly rate of pay.
- C. Full-time employees who work on a holiday shall be paid one and one-half (1 1/2) times their normal hourly rate of pay and will receive holiday pay at their regular rate.
- D. Regularly schedule full-time employees (Definition, E), shall be eligible for one paid holiday on New Year's Day effective July 1, 2002. Effective July 1, 2006, regularly scheduled full-time employees (Definition, E), shall be eligible for paid holidays on Christmas Day and New Year's Day.

Vacation Days

- A. All 12-month full-time employees shall be eligible for vacation as follows:

<u>Years Worked</u>	<u>Vacation Days Earned</u>
1-4	10
After 5	11
After 6	12
After 7	13
After 8	14
After 9	15
After 10	20

- B. A vacation day will consist of the number of hours the employee is regularly scheduled to work.
- C. Full-time employees terminating employment shall be paid for any vacation days that they have earned.
- D. Full-time employees must take vacation during the fiscal year or the days will be lost. Vacation cannot accrue from year to year.

- E. If the Employee is requested to work on his/her vacation, he/she will be paid 1 1/2 times the normal rate of pay.
- F. Employees shall request approval for vacation days not less than 14 days in advance of the commencement of the vacation. The Employer will advise the Employee of the approval or disapproval of a requested vacation within seven days of the request. Employees are encouraged to request vacations more than 14 days in advance to facilitate scheduling of work and vacations for other Employees. The Employer may waive the requirement for advance approval of vacation days when it is in the interest of the Employer to allow the Employee to use vacation time for an absence.
- G. Employees eligible for vacation who are hired after July 1 will earn a prorated amount of vacation available at the end of the fiscal year. Employees leaving their employment before the end of the fiscal year are entitled to a prorated amount based upon the portion of the fiscal year worked.

Wages and Salaries

- A. Schedule — The salary of all employees covered by the regular salary schedule, shall be set forth in Schedule A which is attached hereto and made a part hereof. The new wage rate for each contract will begin with the pay period that includes July 1st.
- B. Placement on Salary Schedule
 - 1. New employees with no experience related to the job classification shall be placed on the Entry Level salary for the job classification.
 - 2. The Employer shall determine the job related experience of a successful applicant. If the applicant has more than one year of job related experience, the experience credit received by the applicant shall not be less than the Minimum for Returning Employees or more than 95% of the pay for an existing

employee with the same work experience. If a maintenance or mechanic applicant has more experience than any existing employee, the applicant's wage shall not exceed the maximum pay for the job classification. The Employer will provide the Union Business Representative a monthly list of employees hired with experience credit and the rate of pay at which they were hired.

3. An employee with previous work experience in the job classification at Ankeny shall be given credit for each full year of experience previously worked in the job classification.
- C. The District will provide employees with the ability to have their pay checks electronically deposited in the banking institution of their choosing.
 - D. A probationary employee will not be eligible for the July 1 increase until he or she has completed the full probationary period. When the employee has completed the probationary period the raise will become effective with the next pay period.

Mileage

Employees required to use their personal vehicle for school business shall be reimbursed for their mileage at the rate of \$0.31 per mile.

Health and Safety

- A. The Employer may establish rules governing health, safety, and sanitary conditions which shall be complied with by the employees and the Union.
- B. The employees must report any injuries due to work or incurred while working, to their supervisor and the Superintendent's office within twenty-four (24) hours of the time the injury is sustained.

- C. The Employer shall supply to employees any protective devices which the Employer requires the employees to wear or use. Employees will be responsible for the proper use and care of protective devices and may be required to pay the replacement cost for items lost or damaged.
- D. Employees may be required to wear a designated mode of dress. Employees shall be responsible for the cost of their work clothing. Employees may be required to wear uniforms. The Employer shall be responsible for the cost of the uniforms.

Physicals

- A. Physical Fitness New Employees — All new Employees are required to provide evidence of physical fitness on the Physical Examination Report provided by the Employer. Said report shall be filed in the Administrative Office within thirty (30) days from the commencement of the initial employment.
- B. Physical Fitness Continuing Employees — All continuing Employees except bus drivers shall be required to have a physical examination every three (3) years or as the Employer may direct, on the Physical Examination Report provided by the Employer. Bus Drivers shall have physical examinations as directed by the employer. Thirty-five dollars (\$35) of the cost of the examination required by the Employer shall be paid by the Employer. Up to ten dollars (\$10) shall be paid for an Employer required urinalysis. To be valid the Employee shall submit the Physical Examination Report to the Employer no early than June 15th and no later than August 15th of the year in which the exam is required.

The Employer may require other special health examinations which shall be at the Employer's expense.

Insurance

The Employer agrees to provide all regularly scheduled full-time employees the following insurance protection: (Subject to terms of Carrier)

1. Health and Hospitalization Insurance — The Employer will pay the costs of the premium for health insurance for Employees up to \$372.66 per month for 2006-2007 for single coverage and for family coverage up to \$762.47 per month. Each Employee covered by health and major medical insurance shall be insured with the carriers diagnostic, x-ray and laboratory services rider or its equivalent.
2. A flexible spending account will be made available to Employees subject to section 125 of the Internal Revenue Code. Employees who elect to set up a flexible spending account may use the account for insurance premiums, permitted medical care, or dependent care. The employer will provide \$2,654 during the 2006-2007 school year to be used for insurance premiums in the flexible spending account for each regularly scheduled full-time employee eligible for employer paid insurance. Dollars not used for premiums in the flexible spending account will revert to the employee as a cash benefit, prorated per pay period.
3. Deductibles/Benefits — At least one of the health insurance plans shall have calendar year deductibles in the amount of \$250 per single and \$500 per family with an out-of-pocket limit of \$500 per single and \$1,000 per family and a 90/10 in-network co-insurance. Both of the health insurance plans shall provide for an unlimited lifetime maximum coverage.
4. Long Term Disability — For 2006-2007, insurance coverage shall be provided as was applicable to the 2005-2006 school year. The benefit level shall be 66 2/3%.
5. Life — Each Employee shall be covered by a term life in-

surance program paid for by the Employer that provides a minimum death benefit of \$30,000 double indemnity for accidental death. Employees may purchase additional increments of \$5,000 at their expense subject to the conditions of the carrier.

6. Coverage — The Employer-provided insurance programs shall be for twelve (12) consecutive months. Employees new to the District shall be covered by the Employer-provided insurance, except LTD coverage, commencing with the first day of service as an Employee with the District as that coverage is described in the master insurance contract between the insurance carriers and the School District. Long term disability (LTD) insurance coverage for new employees of the District shall commence with the first day of actual service with the District as that coverage is described in the master insurance contract between the insurance carriers and the School District.
7. Continuation — In the event than an Employee, absent because of illness or injury, has exhausted accrued sick leave, the above mentioned benefits shall continue throughout the balance of the school year at the Employee's expense and subject to the terms and provisions of the insurance carrier.

Employees on paid leave shall continue to have Employer contributions according to the level described above.

Employees on non-paid leave for one month or longer shall have the option to continue any or all of the Employer paid programs by paying premiums themselves to the Employer within thirty days of the billing date, subject to the terms and provisions of the insurance carrier.

The premiums that an Employee pays for continuation of Employer paid insurance while on unpaid leave, shall be prorated based upon total contract days served. Employees starting after the first or leaving prior to the last contract day

shall also have Employer paid premiums paid on a prorated basis by the Employer.

8. Death Benefit — The Employer shall maintain all existing Employer paid health and major medical family insurance benefits for the family of a deceased Employee for three months.

Seniority

- A. Seniority means an employee's length of continuous service with the Employer since his or her last date of hire.
- B. Probation. A new employee shall serve a probationary period of ninety-five (95) working days. Upon completion of the probationary period, the employee shall be put on a seniority list and the employee's seniority shall be determined from the employee's last date of hire. Probationary employees may be terminated for any reason without recourse to any procedures in this Agreement.
- C. Seniority List. The Employer shall post a seniority list at least once a year and shall send a copy of that list to the Union. The posted list shall list by job classification, all employees covered by this Agreement. The timeliness of a grievance concerning the seniority list shall be determined from the date the list is posted. The job classification shall be those set out on Schedule A. Additional classifications may be established by the Employer.
- D. Employees shall lose their seniority and the employment relationship may be broken and terminated in the following cases:
 1. Upon a voluntary or involuntary termination, except layoffs.
 2. Upon failure to return to work from an approved leave of absence.
 3. Upon failure to report for work following a layoff.
 4. Upon consecutive unemployment equal to the seniority acquired on the last day worked, but in no case to be less than six (6) months nor to exceed one (1) year.

Transfers

- A. Definition — A transfer for the purposes of this Article shall mean the movement of an employee to a vacancy in another job classification; to another location in the district; to another shift; or from a part-time position to a “regularly scheduled full-time” position, (as defined in this agreement). Probationary employees are not eligible to apply for a transfer until the probationary period has expired.
- B. Limitations — The Employer shall determine whether an opening or vacancy in a job classification exists. This Article shall not be construed as restricting the Employer from exercising its right to fill any vacancy with a temporary employee or to prohibit the Employer from directing the work of its public employees including the right to assign employees to the available work. Further, the Employer maintains the right to hire and assign new employees to any position, including a position which has been posted and for which current employees have applied, subject to the provisions of paragraph C.
- C. When the Employer determines there is a vacancy, notice of such vacancy will be posted in the District Administrative Office and sent to each building. Within five (5) days (or any longer period stated in the notice) from the date of the posting of said notice, any employee desiring to apply for the vacancy shall do so by filing a written statement with the office or person stated in the notice. Each applicant shall be notified when the position is filled.

Employees shall be selected to fill a vacancy based upon their qualifications. When two or more applicants are deemed to have relatively equal skill and ability and meet the posted job requirements, seniority shall be controlling.
- D. Summer — During the summer months, any notice of vacancy shall be posted in the District Administration Offices. Employees wishing to be kept informed during the summer months of specific vacancies within the District for which they are qualified shall

file a written request in the Administration Offices of the District prior to the last day of scheduled classes.

Staff Reduction

- A. Procedures — Whenever a layoff occurs, probationary employees in the job classification shall be laid off first. If the remaining employees within the affected job classification are equally qualified as determined by the Employer to perform the work available, then the least senior employee in that job classification shall be laid-off first. If the qualifications of the employees within the job classification are not equal as determined by the Employer, then the District shall have the right to reduce the least qualified employee regardless of seniority. The parties agree that the classification of “associate” includes a diversified range of duties. Consequently, no associate shall have the right to displace any other associate regardless of seniority.
- B. Recall — Employees laid off pursuant to this policy shall have recall rights to positions within the classification from which they were laid off for one year from the effective date of their lay off, and if qualified for the position as determined by the Employer, shall be recalled in the reverse order of lay off. Employees laid off from the “associate” classification may have talents unique to the type of associate work previously performed. Therefore, an associate shall not have a right to recall but, if on layoff as a result of staff reduction, shall have, for one year from the effective date of his or her layoff, a right to notice of open positions within the associate classification.
- C. Employees on layoff shall notify the Superintendent or designated representative of their availability for recall and must keep their addresses and phone numbers known to the Employer to remain eligible for recall. Any change of address must be in writing.
- D. Laid-off employees must report for work within five (5) working days after notice is sent by certified or registered mail to the employee’s last known address informing him/her to report

for work. If an employee does not report as required under this section, the employment relationship may be terminated at the Employer's discretion.

- E. Before June 15th, the Employer shall inform Associates whether the Employer has an expectation of reemploying the Associate during the following school year. The expectation of reemploying the associate is not a contract of employment and represents only an estimate of the Employer's personnel needs.

Grievance Procedure

A. Definitions

1. A grievance is a claim by an employee, a group of employees, or the Union that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement.
2. Aggrieved Person is the Employee or Employees or the Union making the complaint.
3. The term "days", used in this Article, shall be school days: except that it shall mean weekdays when schools are in summer recess.
4. Party in Interest. A "party in interest" is the person or persons filing the grievance and any person, including the Union or District, who might be required to take action, or against whom action might be taken in order to resolve the grievance.

B. Structure

Nothing herein contained shall be construed to prevent any individual Employee from presenting a written grievance and having the grievance adjusted without the intervention of the Union, if the adjustment is not inconsistent with the terms of this Agreement. If such adjustment would affect the interpretation of the

Agreement, the Superintendent of their designee will inform the Union, and will meet and discuss the matter with its representative prior to such adjustment. No such individual Employee may, however, be represented by an officer, agent, or member of another Union.

C. Time Limits

If the aggrieved person fails to act on any grievance within the prescribed time limits, they bar themselves from further appeal. Likewise, a supervisor's failure to give a written decision within the prescribed time limits shall permit the grievant to proceed to the next level. Furthermore, the filing of the written grievance at LEVEL TWO must be within fifteen (15) days of the alleged grievance.

1. LEVEL ONE — INFORMAL

An Employee with a grievance shall first discuss it with their supervisor in charge or their designee, either directly or along with the Union's designated representative, with the objective of resolving this matter informally.

2. LEVEL TWO — FORMAL

If, as a result of the informal discussion with their supervisor in charge or their designee at LEVEL ONE, a grievance still exists, the aggrieved person may invoke the formal grievance procedure through the Union on the form set forth in Schedule A. The grievance form shall be available from the Union steward or District Office. A copy of the grievance form shall be delivered to the appropriate supervisor or their designee. If the grievance involves more than one school building, it may be filed with the Superintendent or designee.

The appropriate supervisor in charge or their designee, shall indicate his or her disposition of the grievance in writing within ten (10) days of the presentation of the formal grievance

and shall furnish a copy to the grievant, and their building grievance representative.

If the aggrieved person or the Union is not satisfied with the disposition of the grievance, the grievance shall be transmitted to LEVEL THREE.

3. LEVEL THREE — SUPERINTENDENT

In the event a grievance has not been satisfactorily resolved at LEVEL TWO, the aggrieved person shall file, within five (5) school days of the supervisor's written disposition, or within five (5) school days after the prescribed time limit for the supervisor's written decision, a copy of the grievance to the Superintendent. Within ten (10) school days after such written grievance is filed, the aggrieved person, either directly or along with the Union's designated representative, shall meet with the Superintendent or their designee to resolve the grievance, and the Superintendent or their designee shall file a disposition. The disposition shall be in writing and shall contain an explanation of the disposition. However, either party may submit additional rationale for their position should the grievance go to arbitration. A copy shall be given to the grievant and the Union's grievance representative.

If the aggrieved person or the Union is not satisfied with the position of the grievance, the grievance shall be transmitted to LEVEL FOUR.

4. LEVEL FOUR — BINDING ARBITRATION

- a. The aggrieved person and the Union shall meet within five (5) days of the disposition of the grievance or within five (5) days after the prescribed time limit for the Superintendent's written decision to discuss the merits of submitting the grievance to arbitration. If the Union determines that the grievance is meritorious, it may submit the grievance to arbitration within the said five (5) days.

- b. The arbitrator may be selected by mutual agreement of the parties. If agreement on the arbitrator is not reached within ten (10) days after the call for arbitration, either party may request a list of seven (7) arbitrators from the American Arbitration Association or the PERB. The parties shall determine by lot which party shall have the right to remove the first name from the list. After alternate striking, the person whose name remains shall be the arbitrator.
- c. The arbitrator so selected shall confer with the representatives of the Employer and the Union, hold hearings promptly, and shall issue his or her decision not later than fifteen (15) days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date the final statements and proofs on the issues are submitted to him. The arbitrator shall be without power or authority to make any decision which requires the commission of an act which is in violation of the terms of this Agreement. The decision of the arbitrator shall be submitted to the Employer and the Union and shall be final and binding on the parties.
- d. Expenses for the arbitrator's services shall be borne equally by the Employer and the Union; any other expenses incurred shall be paid by the party incurring same.

D. Miscellaneous

- 1. Meetings and Hearings. All meetings and hearings after Level Two under this procedure shall be conducted in private, upon request, and shall include only witnesses, the parties in interest, and their designated or selected representatives, heretofore referred to in this Article.
- 2. Failure of the person deciding the grievance at any step of this procedure to communicate the decision in writing on a grievance within the specified time limits shall permit the aggrieved person to proceed to the next step. Failure by the aggrieved person at any step to appeal within the specified time limits shall be deemed to be acceptance of the decision rendered at that step and shall act as a complete bar to any

further appeal.

3. Time limits at any level may be extended by mutual agreement of the parties involved. Such agreement must be in writing.
4. When it is necessary to attend grievance meetings scheduled by supervisors or the Superintendent during the work day, the employees shall be released from their assignments without loss of pay. Any named grievants and one Union representative shall be released to attend grievance hearings if scheduled during the work day.

The parties agree that grievance matters, including grievance hearings, shall be scheduled outside the work day whenever possible.

Compliance Clauses and Duration

A. Savings Clause

In the event that any provision of this Agreement shall become void or illegal during the time of this agreement, such provision shall become inoperative and immediately subject to renegotiation but all other provisions of this agreement shall remain in force and effect for the duration of this Agreement.

B. Finality and Effect

1. This Agreement constitutes the entire agreement between the parties, and concludes collective bargaining for its term.
2. By mutual agreement, this Agreement may be amended or modified and such amendments or modifications shall become part of this Agreement when signed and ratified by both parties.

C. Duration

This Agreement shall be effective as of July 1, 2006 and continue in effect until June 30, 2008 except as provided below.

This Agreement shall automatically continue in force and effect for additional one year periods, except as may be amended, modified, or substituted upon the request of either party to re-open negotiations, which request shall be given no later than October

1, 2006. However, Insurance and Wages shall be subject to renegotiation for the periods July 1, 2007 to June 31, 2008 upon the request of either party given no later than October 1, 2006.

Signature Clause

In witness whereof, the parties hereto have caused this Agreement to be signed by their respective Representatives, and their signatures placed thereon, all on the 23rd day of May, 2006.

Ankeny Community
School District

Public Professional
and Maintenance Employees
Local 2003

By

By

By

By

Letter of Understanding

In the event the pending Prohibited Practice Complaint, Case Number 7080, is resolved in the favor of the Union during the term of this agreement, the parties mutually agree to reinstate the Transportation article to the collective bargaining agreement, as it was in effect on July 1, 2004.

Ankeny Community
School District

Public Professional
and Maintenance Employees
Local 2003

By

By

By

By

Ankeny Community Schools
Support Staff
Schedule 2006-07

Job Classification	Entry Level	Minimum Pay For Returning Employees	Hiring Maximum For Experience Credit
Associate	10.97	11.17	
Custodian	12.17	12.37	
Head Custodian	13.02	13.22	
Lt. Duty Custodian/ Laundry	10.27	10.47	
Maintenance	15.17	15.37	19.32
Utility	11.67	11.87	
Mechanic	16.62	16.82	19.02
Print Shop	12.17	12.37	
Network Manager		15.87	
Secretary	12.12	12.32	
Sign Language	18.72	18.92	
Cook Asst. Manager		14.77	
Food Delivery		13.47	
Cook-Certified		13.82	
Cook-Non-Certified		13.47	
Activity Driving	11.20		

Employees returning to the District shall be paid either the minimum rate for returning employees, or their current rate plus 50¢ per hour, whichever is greater. Returning Custodians and Certified Cooks will get and additional 5¢ per hour.

Ankeny Community Schools
12 Month Employees
2006-2007

2006	M	T	W	TH	F	WD	HD	2007	M	T	W	TH	F	WD	HD
July	3	4	5	6	7	8	2	Jan.	1	2	3	4	5	126	9
	10	11	12	13	14	15			8	9	10	11	12	131	
	17	18	19	20	21	22			15	16	17	18	19	136	
	24	25	26	27	28	29			22	23	24	25	26	141	
	31					19			29	30	31			144	
Aug.		1	2	3	4	23		Feb.				1	2	146	
	7	8	9	10	11	28			5	6	7	8	9	151	
	14	15	16	17	18	33			12	13	14	15	16	156	
	21	22	23	24	25	38			19	20	21	22	23	161	
	28	29	30	31		42			26	27	28			164	
Sept.					1	43		Mar.				1	2	166	
	4	5	6	7	8	47	3		5	6	7	8	9	171	
	11	12	13	14	15	52			12	13	14	15	16	176	
	18	19	20	21	22	57			19	20	21	22	23	180	10
	25	26	27	28	29	62			26	27	28	29	30	185	
Oct.	2	3	4	5	6	67		Apr.	2	3	4	5	6	190	
	9	10	11	12	13	72			9	10	11	12	13	195	
	16	17	18	19	20	77			16	17	18	19	20	200	
	23	24	25	26	27	82			23	24	25	26	27	205	
	30	31				84			30					206	
Nov.			1	2	3	87		May		1	2	3	4	210	
	6	7	8	9	10	92			7	8	9	10	11	215	
	13	14	15	16	17	97			14	15	16	17	18	220	
	20	21	22	23	24	100	5		21	22	23	24	25	225	
	27	28	29	30		104			28	29	30	31		228	11
Dec.					1	105		June					1	229	
	4	5	6	7	8	110			4	5	6	7	8	234	
	11	12	13	14	15	115			11	12	13	14	15	239	
	18	19	20	21	22	120			18	19	20	21	22	244	
	25	26	27	28	29	123	7		25	26	27	28	29	249	

249
11 Holidays
260 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Building Secretaries
2006-2007

2006	M	T	W	TH	F	WD	HD	2007	M	T	W	TH	F	WD	HD
July	3	4	5	6	7			Jan.	1	2	3	4	5	105	
	10	11	12	13	14				8	9	10	11	12	110	
	17	18	19	20	21				15	16	17	18	19	115	
	24	25	26	27	28				22	23	24	25	26	120	
	31					1			29	30	31			123	
Aug.		1	2	3	4	5		Feb.				1	2	125	
	7	8	9	10	11	10			5	6	7	8	9	130	
	14	15	16	17	18	15			12	13	14	15	16	135	
	21	22	23	24	25	20			19	20	21	22	23	141	
	28	29	30	31		24			26	27	28			144	
Sept.					1	25		Mar.				1	2	145	
	4	5	6	7	8	29			5	6	7	8	9	150	
	11	12	13	14	15	34			12	13	14	15	16	155	
	18	19	20	21	22	39			19	20	21	22	23	155	
	25	26	27	28	29	44			26	27	28	29	30	160	
Oct.	2	3	4	5	6	49		Apr.	2	3	4	5	6	165	
	9	10	11	12	13	54			9	10	11	12	13	170	
	16	17	18	19	20	59			16	17	18	19	20	175	
	23	24	25	26	27	64			23	24	25	26	27	179	
	30	31				66			30					180	
Nov.			1	2	3	70		May		1	2	3	4	184	
	6	7	8	9	10	74			7	8	9	10	11	189	
	13	14	15	16	17	79			14	15	16	17	18	194	
	20	21	22	23	24	82			21	22	23	24	25	199	
	27	28	29	30		86			28	29	30	31		202	
Dec.					1	87		June					1		
	4	5	6	7	8	92			4	5	6	7	8		
	11	12	13	14	15	97			11	12	13	14	15		
	18	19	20	21	22	102			18	19	20	21	22		
	25	26	27	28	29	102			25	26	27	28	29		

202

0 or 2 Holidays (See 2006-2008 Master Contract)

202 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Associates
2006-2007

2006	M	T	W	TH	F	WD	HD	2007	M	T	W	TH	F	WD	HD
July	3	4	5	6	7			Jan.	1	2	3	4	5	90	
	10	11	12	13	14				8	9	10	11	12	95	
	17	18	19	20	21				15	16	17	18	19	100	
	24	25	26	27	28				22	23	24	25	26	105	
	31								29	30	31			108	
Aug.		1	2	3	4			Feb.				1	2	110	
	7	8	9	10	11				5	6	7	8	9	115	
	14	15	16	17	18	2			12	13	14	15	16	120	
	21	22	23	24	25	7			19	20	21	22	23	124	
	28	29	30	31		11			26	27	28			127	
Sept.					1	12		Mar.				1	2	128	
	4	5	6	7	8	16			5	6	7	8	9	133	
	11	12	13	14	15	21			12	13	14	15	16	138	
	18	19	20	21	22	26			19	20	21	22	23	138	
	25	26	27	28	29	31			26	27	28	29	30	143	
Oct.	2	3	4	5	6	36		Apr.	2	3	4	5	6	148	
	9	10	11	12	13	41			9	10	11	12	13	153	
	16	17	18	19	20	46			16	17	18	19	20	158	
	23	24	25	26	27	51			23	24	25	26	27	162	
	30	31				53			30					163	
Nov.			1	2	3	55		May		1	2	3	4	167	
	6	7	8	9	10	59			7	8	9	10	11	172	
	13	14	15	16	17	64			14	15	16	17	18	177	
	20	21	22	23	24	67			21	22	23	24	25	181	
	27	28	29	30		71			28	29	30	31			
Dec.					1	72		June					1		
	4	5	6	7	8	77			4	5	6	7	8		
	11	12	13	14	15	82			11	12	13	14	15		
	18	19	20	21	22	87			18	19	20	21	22		
	25	26	27	28	29	87			25	26	27	28	29		

181

0 or 2 Holidays (See 2006-2008 Master Contract)

181 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Food Service
2006-2007

2006	M	T	W	TH	F	WD	HD	2007	M	T	W	TH	F	WD	HD
July	3	4	5	6	7			Jan.	1	2	3	4	5	91	
	10	11	12	13	14				8	9	10	11	12	96	
	17	18	19	20	21				15	16	17	18	19	101	
	24	25	26	27	28				22	23	24	25	26	106	
	31								29	30	31			109	
Aug.			1	2	3	4		Feb.				1	2	111	
	7	8	9	10	11		1		5	6	7	8	9	116	
	14	15	16	17	18		3		12	13	14	15	16	121	
	21	22	23	24	25		8		19	20	21	22	23	125	
	28	29	30	31			12		26	27	28			128	
Sept.					1	13		Mar.				1	2	129	
	4	5	6	7	8	17			5	6	7	8	9	134	
	11	12	13	14	15	22			12	13	14	15	16	139	
	18	19	20	21	22	27			19	20	21	22	23	139	
	25	26	27	28	29	32			26	27	28	29	30	144	
Oct.	2	3	4	5	6	37		Apr.	2	3	4	5	6	149	
	9	10	11	12	13	42			9	10	11	12	13	154	
	16	17	18	19	20	47			16	17	18	19	20	159	
	23	24	25	26	27	52			23	24	25	26	27	163	
	30	31				54			30					164	
Nov.			1	2	3	56		May		1	2	3	4	168	
	6	7	8	9	10	60			7	8	9	10	11	173	
	13	14	15	16	17	65			14	15	16	17	18	178	
	20	21	22	23	24	68			21	22	23	24	25	182	
	27	28	29	30		72			28	29	30	31			
Dec.					1	73		June					1		
	4	5	6	7	8	78			4	5	6	7	8		
	11	12	13	14	15	83			11	12	13	14	15		
	18	19	20	21	22	88			18	19	20	21	22		
	25	26	27	28	29	88			25	26	27	28	29		

182

0 or 2 Holidays (See 2006-2008 Master Contract)

182 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Lt. Duty Custodian
2006-2007

2006	M	T	W	TH	F	WD	HD	2007	M	T	W	TH	F	WD	HD
July	3	4	5	6	7			Jan.	1	2	3	4	5	99	
	10	11	12	13	14				8	9	10	11	12	104	
	17	18	19	20	21				15	16	17	18	19	109	
	24	25	26	27	28				22	23	24	25	26	114	
	31								29	30	31			117	
Aug.		1	2	3	4	5		Feb.				1	2	119	
	7	8	9	10	11	12			5	6	7	8	9	124	
	14	15	16	17	18	19			12	13	14	15	16	129	
	21	22	23	24	25	26			19	20	21	22	23	133	
	28	29	30	31					26	27	28			136	
Sept.					1	2		Mar.				1	2	137	
	4	5	6	7	8	9			5	6	7	8	9	142	
	11	12	13	14	15	16			12	13	14	15	16	147	
	18	19	20	21	22	23			19	20	21	22	23	147	
	25	26	27	28	29	30			26	27	28	29	30	152	
Oct.	2	3	4	5	6	7		Apr.	2	3	4	5	6	157	
	9	10	11	12	13	14			9	10	11	12	13	162	
	16	17	18	19	20	21			16	17	18	19	20	167	
	23	24	25	26	27	28			23	24	25	26	27	171	
	30	31							30					172	
Nov.			1	2	3	4		May		1	2	3	4	176	
	6	7	8	9	10	11			7	8	9	10	11	181	
	13	14	15	16	17	18			14	15	16	17	18	186	
	20	21	22	23	24	25			21	22	23	24	25	190	
	27	28	29	30					28	29	30	31			
Dec.					1	2		June					1		
	4	5	6	7	8	9			4	5	6	7	8		
	11	12	13	14	15	16			11	12	13	14	15		
	18	19	20	21	22	23			18	19	20	21	22		
	25	26	27	28	29	30			25	26	27	28	29		

190

0 or 2 Holidays (See 2006-2008 Master Contract)

190 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
12 Month Employees
2007-2008

2007	M	T	W	TH	F	WD	HD	2008	M	T	W	TH	F	WD	HD
July	2	3	4	5	6	4	1	Jan.		1	2	3	4	124	11
	9	10	11	12	13	8	2		7	8	9	10	11	129	
	16	17	18	19	20	13			14	15	16	17	18	134	
	23	24	25	26	27	18			21	22	23	24	25	139	
	30	31				20			28	29	30	31		143	
Aug.				1	2	3	23	Feb.					1	144	
	6	7	8	9	10	28			4	5	6	7	8	149	
	13	14	15	16	17	33			11	12	13	14	15	154	
	20	21	22	23	24	38			18	19	20	21	22	159	
	27	28	29	30	31	43			25	26	27	28	29	164	
Sept.	3	4	5	6	7	47	3	Mar.	3	4	5	6	7	169	
	10	11	12	13	14	52			10	11	12	13	14	174	
	17	18	19	20	21	57			17	18	19	20	21	178	12
	24	25	26	27	28	62			24	25	26	27	28	183	
									31					184	
Oct.	1	2	3	4	5	67		Apr.		1	2	3	4	188	
	8	9	10	11	12	72			7	8	9	10	11	193	
	15	16	17	18	19	77			14	15	16	17	18	198	
	22	23	24	25	26	82			21	22	23	24	25	203	
	29	30	31			85			28	29	30			206	
Nov.				1	2	87		May				1	2	208	
	5	6	7	8	9	92			5	6	7	8	9	213	
	12	13	14	15	16	97			12	13	14	15	16	218	
	19	20	21	22	23	100	5		19	20	21	22	23	223	
	26	27	28	29	30	105			26	27	28	29	30	227	13
Dec.	3	4	5	6	7	110		June	2	3	4	5	6	232	
	10	11	12	13	14	115			9	10	11	12	13	237	
	17	18	19	20	21	120			16	17	18	19	20	242	
	24	25	26	27	28	122	8		23	24	25	26	27	247	
	31					122	9		30					252	

252 Workdays
13 Holidays
265 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Building Secretaries
2007-2008

2007	M	T	W	TH	F	WD	HD	2008	M	T	W	TH	F	WD	HD
July	2	3	4	5	6			Jan.		1	2	3	4	103	2
	9	10	11	12	13				7	8	9	10	11	108	
	16	17	18	19	20				14	15	16	17	18	113	
	23	24	25	26	27				21	22	23	24	25	118	
	30	31				2			28	29	30	31		122	
Aug.				1	2	3	5	Feb.					1	123	
	6	7	8	9	10	10			4	5	6	7	8	128	
	13	14	15	16	17	15			11	12	13	14	15	133	
	20	21	22	23	24	20			18	19	20	21	22	138	
	27	28	29	30	31	25			25	26	27	28	29	142	
Sept.	3	4	5	6	7	29		Mar.	3	4	5	6	7	147	
	10	11	12	13	14	34			10	11	12	13	14	152	
	17	18	19	20	21	39			17	18	19	20	21	152	
	24	25	26	27	28	44			24	25	26	27	28	157	
									31					158	
Oct.	1	2	3	4	5	49		Apr.		1	2	3	4	162	
	8	9	10	11	12	54			7	8	9	10	11	167	
	15	16	17	18	19	59			14	15	16	17	18	172	
	22	23	24	25	26	64			21	22	23	24	25	176	
	29	30	31			67			28	29	30			179	
Nov.					1	2	68	May					1	2	181
	5	6	7	8	9	73			5	6	7	8	9	186	
	12	13	14	15	16	78			12	13	14	15	16	191	
	19	20	21	22	23	81			19	20	21	22	23	196	
	26	27	28	29	30	86			26	27	28	29	30	200	
Dec.	3	4	5	6	7	91		June	2	3	4	5	6	202	
	10	11	12	13	14	96			9	10	11	12	13		
	17	18	19	20	21	101			16	17	18	19	20		
	24	25	26	27	28				23	24	25	26	27		
	31						1		30						

202

2 Holidays (See 2006-2008 Master Contract)

204 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Associates
2007-2008

2007	M	T	W	TH	F	WD	HD	2008	M	T	W	TH	F	WD	HD
July	2	3	4	5	6			Jan.		1	2	3	4	89	
	9	10	11	12	13				7	8	9	10	11	94	
	16	17	18	19	20				14	15	16	17	18	99	
	23	24	25	26	27				21	22	23	24	25	104	
	30	31							28	29	30	31		108	
Aug.				1	2	3		Feb.					1	109	
	6	7	8	9	10				4	5	6	7	8	114	
	13	14	15	16	17	2			11	12	13	14	15	119	
	20	21	22	23	24	7			18	19	20	21	22	123	
	27	28	29	30	31	12			25	26	27	28	29	127	
Sept.	3	4	5	6	7	16		Mar.	3	4	5	6	7	132	
	10	11	12	13	14	21			10	11	12	13	14	137	
	17	18	19	20	21	26			17	18	19	20	21	137	
	24	25	26	27	28	31			24	25	26	27	28	142	
									31					143	
Oct.	1	2	3	4	5	36		Apr.		1	2	3	4	147	
	8	9	10	11	12	41			7	8	9	10	11	152	
	15	16	17	18	19	46			14	15	16	17	18	157	
	22	23	24	25	26	50			21	22	23	24	25	161	
	29	30	31			53			28	29	30			164	
Nov.				1	2	54		May					1	2	166
	5	6	7	8	9	59			5	6	7	8	9	171	
	12	13	14	15	16	64			12	13	14	15	16	176	
	19	20	21	22	23	67			19	20	21	22	23	181	
	26	27	28	29	30	72			26	27	28	29	30	182	
Dec.	3	4	5	6	7	77		June	2	3	4	5	6		
	10	11	12	13	14	82			9	10	11	12	13		
	17	18	19	20	21	87			16	17	18	19	20		
	24	25	26	27	28	87			23	24	25	26	27		
	31					87			30						

182
0 or 1 Holidays (See 2006-2008 Master Contract)
182 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Food Service
2007-2008

2007	M	T	W	TH	F	WD	HD	2008	M	T	W	TH	F	WD	HD
July	2	3	4	5	6			Jan.		1	2	3	4	90	
	9	10	11	12	13				7	8	9	10	11	95	
	16	17	18	19	20				14	15	16	17	18	100	
	23	24	25	26	27				21	22	23	24	25	105	
	30	31							28	29	30	31		109	
Aug.			1	2	3			Feb.					1	110	
	6	7	8	9	10	1			4	5	6	7	8	115	
	13	14	15	16	17	3			11	12	13	14	15	120	
	20	21	22	23	24	8			18	19	20	21	22	124	
	27	28	29	30	31	13			25	26	27	28	29	128	
Sept.	3	4	5	6	7	17		Mar.	3	4	5	6	7	133	
	10	11	12	13	14	22			10	11	12	13	14	138	
	17	18	19	20	21	27			17	18	19	20	21	138	
	24	25	26	27	28	32			24	25	26	27	28	143	
									31					144	
Oct.	1	2	3	4	5	37		Apr.		1	2	3	4	148	
	8	9	10	11	12	42			7	8	9	10	11	153	
	15	16	17	18	19	47			14	15	16	17	18	158	
	22	23	24	25	26	51			21	22	23	24	25	162	
	29	30	31			54			28	29	30			165	
Nov.				1	2	55		May					1	2	167
	5	6	7	8	9	60			5	6	7	8	9	172	
	12	13	14	15	16	65			12	13	14	15	16	177	
	19	20	21	22	23	68			19	20	21	22	23	182	
	26	27	28	29	30	73			26	27	28	29	30	183	
Dec.	3	4	5	6	7	78		June	2	3	4	5	6		
	10	11	12	13	14	83			9	10	11	12	13		
	17	18	19	20	21	88			16	17	18	19	20		
	24	25	26	27	28	88			23	24	25	26	27		
	31					88			30						

180

0 or 1 Holidays (See 2006-2008 Master Contract)

180 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community Schools
Lt. Duty Custodians
2007-2008

2007	M	T	W	TH	F	WD	HD	2008	M	T	W	TH	F	WD	HD
July	2	3	4	5	6			Jan.		1	2	3	4	99	
	9	10	11	12	13				7	8	9	10	11	104	
	16	17	18	19	20				14	15	16	17	18	109	
	23	24	25	26	27				21	22	23	24	25	114	
	30	31							28	29	30	31		118	
Aug.				1	2	3	2	Feb.					1	119	
	6	7	8	9	10	7			4	5	6	7	8	124	
	13	14	15	16	17	12			11	12	13	14	15	129	
	20	21	22	23	24	17			18	19	20	21	22	133	
	27	28	29	30	31	22			25	26	27	28	29	137	
Sept.	3	4	5	6	7	26		Mar.	3	4	5	6	7	142	
	10	11	12	13	14	31			10	11	12	13	14	147	
	17	18	19	20	21	36			17	18	19	20	21	147	
	24	25	26	27	28	41			24	25	26	27	28	152	
									31					153	
Oct.	1	2	3	4	5	46		Apr.		1	2	3	4	157	
	8	9	10	11	12	51			7	8	9	10	11	162	
	15	16	17	18	19	56			14	15	16	17	18	167	
	22	23	24	25	26	60			21	22	23	24	25	171	
	29	30	31			63			28	29	30			174	
Nov.				1	2	64		May				1	2	176	
	5	6	7	8	9	69			5	6	7	8	9	181	
	12	13	14	15	16	74			12	13	14	15	16	186	
	19	20	21	22	23	77			19	20	21	22	23	191	
	26	27	28	29	30	82			26	27	28	29	30	192	
Dec.	3	4	5	6	7	87		June	2	3	4	5	6		
	10	11	12	13	14	92			9	10	11	12	13		
	17	18	19	20	21	97			16	17	18	19	20		
	24	25	26	27	28	97			23	24	25	26	27		
	31					97			30						

190
0 or 1 Holidays (See 2006-2008 Master Contract)
190 Total

Actual work days may vary due to District needs, educational program changes, snow days, or other unpredictable events.

Ankeny Community School District



*Excellence in Education...
by Putting Students First!*

306 S.W. School Street • P.O. Box 189 • Ankeny, IA 50021-0189

Ankeny Community School District does not discriminate based on gender, race, national origin, creed, age, marital status, or disability. Inquiries and grievances may be directed to the Affirmative Action Coordinator, Ankeny Community School District, 306 S.W. School Street, Ankeny, Iowa 50023-3033, (515) 965-9600, or the Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, Missouri.